

Vacancy Details

Personnel Notice: 133-15
Date Announced: 10/22/2015
Closing Date: 11/6/2015
Command: PDGC
Grade: GS-14
Type: Associate Counsel

There is an expected vacancy in the United States Fleet Forces (USFF) Office of Counsel for an attorney, GS-0905-14, to serve as the Associate Counsel assigned to USFF N1 in support of its Human Resources Management and Equal Employment Opportunity (EEO) responsibilities. This position is located at USFF headquarters in Norfolk, Virginia. The USFF Counsel is the first level supervisor, and the Principal Deputy General Counsel for the Department of the Navy (DON) is the second level supervisor.

USFF is responsible for more than 250,000 military personnel and civilian employees and more than 150 ships and 2,000 aircraft. Its mission is to train, certify, and provide combat-ready Navy forces to combatant commanders that are capable of conducting prompt, sustained naval, joint and combined operations in support of U.S. national interests; command and control subordinate Navy forces and shore activities during the planning and execution of assigned service functions in support of the Chief of Naval Operations; provide operational planning and coordination support to Commander, U.S. Northern Command, Commander U.S. Element North American Aerospace Defense Command, and Commander, U.S. Strategic Command; and command and control subordinate forces during the planning and execution of joint missions as the Joint Forces Maritime Component Commander North to the U.S. Northern Command.

The incumbent's primary focus is support to the USFF N1 and Director, Civilian Human Resources (DCHR). DCHR is the principal authority on Human Resources Management and Equal Employment Opportunity (EEO) for USFF. This authority is exercised through three Human Resources Directors (HRDs) located in the following Fleet Human Resources Offices (FLTHROs): Fleet HRO Norfolk, Fleet HRO Norfolk Naval Shipyard, and Fleet HRO Portsmouth Naval Shipyard. The FLTHROs provide oversight of all civilian personnel advisory services; provide personnel service for over 22,000 Navy civilian appropriated fund employees located at large, complex, multi-mission military installations, geographically dispersed throughout CONUS and OCONUS; and, exercise delegated personnel management authority for all major Human Resources functions including Customer Advisor, Staffing and Workforce Shaping, Employee/Labor Relations, Training, Classification/Compensation, EEO, Workers' Compensation and miscellaneous programs such as Civilian Employee Assistance Program, Drug Free Workplace and Quality of Work/Life.

When the USFF Counsel is absent, the Associate Counsel may be required to act in his stead. As such, the incumbent has responsibility for providing legal advice across the full range of traditional OGC practice areas including civilian personnel law, labor relations, fiscal law, acquisition law, ethics and standards of conduct, Freedom of Information and Privacy Act law, as well as litigation in those areas.

The vacancy will be filled at the GS-14 level. Eligibility for consideration requires the applicant to have at least three and a half years of relevant legal practice.

Applicants will be evaluated on: 1) the depth, breadth, and quality of their civilian personnel law experience to include litigation; 2) their research, analytical, and writing skills; 3) their oral communication skills; and, 4) their interpersonal skills, including their ability to work both independently and as part of a team. Experience in fiscal law, acquisition law, ethics and standards of conduct, Freedom of Information and Privacy Act law is highly desirable.

The successful applicant must have graduated from a law school accredited by the American Bar Association; be an active member in good standing of the bar of the highest court of a state, U.S. Commonwealth, U.S. territory, or the District of Columbia; and be admitted to practice law before a state or federal court. U.S. citizenship is a requirement and the successful applicant must be able to obtain and maintain a Secret security clearance.

To apply for this vacancy, applicants should submit an OF-612, SF-171, or resume, and a cover letter that addresses the evaluation criteria for this position. Applicants selected for interviews will be asked to provide writing samples, three references, and their two most recent performance appraisals if available. These materials will be considered in the evaluation process. Current Federal government employees must indicate their present General Schedule grade and step (or equivalent if they are in an alternate personnel system).

Due to screening delays, it is recommended that applicants be sent by some form of express delivery or e-mailed to Mr. Michael McGregor, USFF Counsel, at michael.e.mcgregor2@navy.mil. Applicants may also contact Mr. McGregor

in the event they have questions about this position. Hard copy applications may be sent to:

Michael E. McGregor
Counsel, US Fleet Forces Command
1562 Mitscher Ave, Suite 250
Norfolk, VA 23551-2487

This personnel notice will close at 11:59 P.M., Eastern Daylight Time, Friday, November 6, 2015 and applications must be received by that time to be considered.

If the successful applicant is not currently a member of the Department of the Navy Office of the General Counsel, processing of the hiring action can only commence after submission of those items identified in the "Instructions for New OGC Attorneys" (see Careers section of www.ogc.navy.mil).

Applicants eligible for veterans' preference must specifically claim such eligibility in their cover letter, identify the basis for the claim, and include supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty or other supporting documentation) with their submission. Not all veterans are preference eligible. For a summary of time periods, campaigns, and conditions that entitle an applicant to preference eligibility, please visit www.opm.gov/veterans and review the "Vets Info Guide" and the "Vets Guide." There is no formal rating system for applying veterans' preference for attorney appointments in the excepted service; however, the Department of the Navy Office of the General Counsel considers veterans' preference eligibility a positive factor in the attorney hiring process. Applicants who do not claim and do not provide adequate supporting documentation for veterans' preference will not receive the positive factor consideration.

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy or gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

Reasonable Accommodation Policy Statement:
https://help.usajobs.gov/index.php/Reasonable_Accommodation_Policy_Statement

Legal and Regulatory Guidance: https://help.usajobs.gov/index.php/Legal_and_Regulatory_Guidance

If relocation expenses are a requirement, the applicant should state their requirement for this expense in the application package. Relocation expenses may be paid, but are not guaranteed.

Permanent Change of Station (PCS) funding may be available to those eligible.

THE DEPARTMENT OF THE NAVY IS AN EQUAL OPPORTUNITY/REASONABLE ACCOMMODATION EMPLOYER

The Department of the Navy is an Equal Opportunity/ Reasonable Accommodation Employer. All hiring and advancement in the Office of the General Counsel is based on merit without regard to race, color, national origin, religion, age, sex, sexual orientation, disability, political affiliation or marital status.

The Department of the Navy provides reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should inform the individual identified in the personnel notice. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

VETERANS PREFERENCE IN HIRING

Department of the Navy attorney positions are in the excepted service, not the competitive civil service. There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of the Navy considers veterans' preference eligibility as a positive factor in attorney hiring. If you are eligible for veterans' preference in hiring, you are encouraged to include that information in your application along with the supporting documentation, e.g., DD 214. Not all veterans are eligible for veterans' preference. To find out if you are, you may visit the Veterans' Preference Advisor, operated by the Department of Labor at <http://www.dol.gov/elaws/vets/vetpref/vetspref.htm>.